



## Forward Plan January 2021 - April 2021

This Forward Plan contains details of all the key decisions that are planned to be taken by Cabinet and individual Cabinet members over the next four months together with key decisions by officers. It will be updated and published on the Council website [www.cheltenham.gov.uk](http://www.cheltenham.gov.uk) on a monthly basis.

### Key Decision

A 'Key decision' is one which:-

- requires a budget expenditure or saving of £100,000 or more;
- relates to the acquisition or disposal of land or an interest in land with a value in excess of £250,000;
- is likely to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the Borough.

### Non-key decision

For additional information and completeness the Forward Plan also contains those items to be considered by Cabinet which are outside the definition of a key decision.

### Cabinet Meetings

The Cabinet will normally meet every four weeks. Meetings start at 6pm and are held in the Pittville Room at the Municipal Offices.

Meetings of the Cabinet are open to the public (with the exception of discussion regarding reports which contain exempt/confidential, commercially sensitive or personal information). This is formal notice under the Local Authorities (Executive Arrangements) (Meetings and Access to Information)(England) Regulations 2012 that part of the Cabinet meetings listed in this Forward Plan may be held in private because the agenda and reports for the meeting will contain exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it.

Documents submitted to the Cabinet or Cabinet member (s) for decision will be a formal report, which if public and non-urgent, will be available on [www.cheltenham.gov.uk](http://www.cheltenham.gov.uk) at least 5 clear working days before the date the decision can be made. If you would like a copy by email please contact [democratic.services@cheltenham.gov.uk](mailto:democratic.services@cheltenham.gov.uk). Background papers are listed where known in advance.

Documents shown are listed at Cheltenham Borough Council, Municipal Offices, Promenade, Cheltenham, GL50 9SA.

**The members of the Cabinet are:**

Leader of the Council                      Councillor Rowena Hay

**Portfolio Holders**

Economy and Development              Councillor Victoria Atherstone  
 Healthy Lifestyles                      Councillor Flo Clucas  
 Clean and Green Environment          Councillor Chris Coleman  
 Cyber and Safety                      Councillor Andrew McKinlay  
 Housing                                  Councillor Peter Jeffries  
 Finance and Assets                      Councillor Steve Jordan  
 Corporate Services                      Councillor Alex Hegenbarth  
 Climate and Communities              Councillor Max Wilkinson

**Overview and Scrutiny Committee**

The work of the Cabinet is scrutinised by an overview and scrutiny committee which monitors the work of Cabinet.

**Contacting us.**

For further detailed information or to give your views regarding specific issues to be considered by the Cabinet/Individual Cabinet Member please contact the named contact officer.

For more information on attending meetings or asking public questions please contact Democratic Services on 01242 264246 or email [democratic.services@cheltenham.gov.uk](mailto:democratic.services@cheltenham.gov.uk)

Decision Title	Summary of decision to be made	Type of Decision	Decision Maker	Decision Date	Cabinet Member	Lead Officer	Contact details	If applicable reasons why public excluded	Background documents
Review of Corporate Complaints Policy and Procedure	To consider the recommendations	Non Key Decision	Cabinet	26/01/21	Alex Hegenbarth Cabinet Member Corporate Services	Judy Hibbert	judy.hibbert@cheltenham.gov.uk		
Housing Review	To agree recommendations from Campbell Tickell's most recent housing review	Key Decision	Cabinet	26/01/21	Peter Jeffries Deputy Leader of the Council and Cabinet Member Housing	Gareth Edmundson, Chief Executive	gareth.edmundson@cheltenham.gov.uk		
Cheltenham Trust specification and management fee framework	To consider the recommendations	Non Key Decision	Cabinet	16/02/21	Flo Clucas Cabinet Member Healthy Lifestyles	Richard Gibson	richard.gibson@cheltenham.gov.uk		
Review of	To approve the	Key Decision			Cabinet Member	Louis Krog	louis.krog@cheltenham.gov.uk		

Decision Title	Summary of decision to be made	Type of Decision	Decision Maker	Decision Date	Cabinet Member	Lead Officer	Contact details	If applicable reasons why public excluded	Background documents
Hackney Carriage Fares	Hackney Carriage Fares		Cabinet	16/02/21	Cyber and Safety		m.gov.uk		
Kiosk opportunitites - consideration of objections	To consider any objections to a proposed S123 Notice to site kiosks for a term of not more than 9 months in Burrows Playing Field, Leckhampton and Beeches Playing Field, Charlton Kings.	Key Decision Wards	Cabinet	16/02/21	Steve Jordan Cabinet Member Finance and Assets	Abigail Marshall	abigail.marshall@cheltenham.gov.uk		
Additional Restrictions Grant Scheme	To consider the recommendations	Non Key Decision	Cabinet Member Finance and Assets	02/21	Steve Jordan Cabinet Member Finance and Assets	Jayne Gilpin	jayne.gilpin@cheltenham.gov.uk		
Quarterly Budget Monitoring Report October – December	To consider the recommendations	Key Decision	Cabinet	16/02/21	Steve Jordan Cabinet Member Finance and Assets	Gemma Bell	gemma.bell@cheltenham.gov.uk		
To upgrade lighting to 3 council owned car parks	To consider the recommendations	Key Decision Cost	Cabinet	16/02/21	Steve Jordan Cabinet Member Finance and Assets	Gary Angove	gary.angove@cheltenham.gov.uk		
Final Housing Revenue Account (HRA) 2022 - Revised Budget 2021	To consider the recommendations	Key Decision	Cabinet Council	16/02/21 22/02/21	Steve Jordan Cabinet Member Finance and Assets	Paul Jones	paul.jones@cheltenham.gov.uk paul.jones@cheltenham.gov.uk		
Final General Fund Revenue and Capital Budget Proposals 2022	To consider the recommendations	Key Decision	Cabinet Council	16/02/21 22/02/21	Steve Jordan Cabinet Member Finance and Assets	Paul Jones	paul.jones@cheltenham.gov.uk paul.jones@cheltenham.gov.uk		
Council Tax Resolution 2021-22	To approve the recommendations	Key Decision	Council	22/02/21	Steve Jordan Cabinet Member Finance and Assets	Jayne Gilpin	jayne.gilpin@cheltenham.gov.uk		
Appointment of Mayor-elect and Deputy Mayor-elect	To approve the recommendations	Non Key Decision	Council	22/02/21		Gareth Edmundson, Chief Executive	gareth.edmundson@cheltenham.gov.uk		
Briefing note - New Homes and	To consider the recommendations	Key Decision	Cabinet	02/03/21	Peter Jeffries Deputy Leader of	David Oakhill	david.oakhill@cheltenham.gov.uk		

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Regeneration Strategy					the Council and Cabinet Member Housing				
Capital, Non Treasury Investment, Treasury Management and MRP Strategies and Statements 2021/22	To consider the recommendations	Key Decision	Cabinet Council	02/03/21 22/03/21	Steve Jordan Cabinet Member Finance and Assets	Paul Jones	paul.jones@cheltenham.gov.uk  paul.jones@cheltenham.gov.uk		
Council Diary 2021-22	To approve the proposed council diary for September 2021 – August 2022	Non Key Decision	Council	22/03/21	Alex Hegenbarth Cabinet Member Corporate Services	Beverly Thomas	beverly.thomas@cheltenham.gov.uk		
Municipal Offices Options Appraisal	To consider options for the future of the Municipal Offices	Key Decision	Cabinet Council	06/04/21 17/05/21	Steve Jordan Cabinet Member Finance and Assets	Mark Sheldon	mark.sheldon@cheltenham.gov.uk  mark.sheldon@cheltenham.gov.uk		
Community Infrastructure Levy Governance Arrangements	To approve the governance arrangements.	Key Decision	Cabinet Council	06/04/21 21/06/21	Steve Jordan Cabinet Member Finance and Assets	Mike Holmes	Mike.Holmes@cheltenham.gov.uk  Mike.Holmes@cheltenham.gov.uk		